

BILL NO. S-75-10- 33

SPECIAL ORDINANCE NO. S- 226-75

AN ORDINANCE approving a contract with DOUBLE
ENVELOPE CORPORATION for purchase of envelopes
for Office Services Department

BE IT ORDAINED BY THE COMMON COUNCIL OF THE CITY OF FORT
WAYNE, INDIANA:

SECTION 1. That the contract dated October 6, 1975, between the
City of Fort Wayne, by and through its Mayor and the Board of Public Works
and DOUBLE ENVELOPE CORPORATION for:

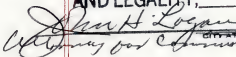
| | |
|----------------|-----------------|
| 360M Envelopes | \$2,574.00 |
| 360M Envelopes | <u>2,070.00</u> |
| | \$4,644.00 |

all as more particularly set forth on CITY UTILITIES PURCHASE ORDER 7173,
which is on file in the Office of the Department of Purchasing, and is by
reference incorporated herein, made a part hereof and is hereby in all things
ratified, confirmed and approved.

SECTION 2. This Ordinance shall be in full force and effect from
and after its passage and approval by the Mayor.


Councilman

APPROVED AS TO FORM
AND LEGALITY, _____


Mayor of the City of Fort Wayne

Read the first time in full and on motion by Burns, seconded by Hinga, and duly adopted, read the second time by title and referred to the Committee on City Utilities (and the City Plan Commission for recommendation) and Public Hearing to be held after due legal notice, at the Council Chambers, City-County Building, Fort Wayne, Indiana, on _____, the _____ day of _____, 197____, at _____ o'clock P.M., E.S.T.

Date: 10-28-75

Charles W. Westerman
CITY CLERK

Read the third time in full and on motion by Burns, seconded by Hinga, and duly adopted, placed on its passage. Passed (~~lost~~) by the following vote:

| | AYES | NAYS | ABSTAINED | ABSENT | TO-WIT |
|-------------|-----------|-----------|-----------|-----------|-----------|
| TOTAL VOTES | <u>8</u> | <u> </u> | <u> </u> | <u>1</u> | <u> </u> |
| BURNS | <u>✓</u> | <u> </u> | <u> </u> | <u> </u> | <u> </u> |
| HINGA | <u>✓</u> | <u> </u> | <u> </u> | <u> </u> | <u> </u> |
| KRAUS | <u> </u> | <u> </u> | <u> </u> | <u>✓</u> | <u> </u> |
| MOSES | <u>✓</u> | <u> </u> | <u> </u> | <u> </u> | <u> </u> |
| NUCKOLS | <u>✓</u> | <u> </u> | <u> </u> | <u> </u> | <u> </u> |
| SCHMIDT, D. | <u>✓</u> | <u> </u> | <u> </u> | <u> </u> | <u> </u> |
| SCHMIDT, V. | <u>✓</u> | <u> </u> | <u> </u> | <u> </u> | <u> </u> |
| STIER | <u>✓</u> | <u> </u> | <u> </u> | <u> </u> | <u> </u> |
| TALARICO | <u>✓</u> | <u> </u> | <u> </u> | <u> </u> | <u> </u> |

DATE: 10-28-75

Charles W. Westerman
CITY CLERK

Passed and adopted by the Common Council of the City of Fort Wayne, Indiana, as (~~Zoning Map~~) (~~General~~) (~~Annexation~~) (~~Special~~) (~~Appropriation~~) Ordinance (~~Resolution~~) No. S-226-75 on the 28th day of October, 1975.

ATTEST:

(SEAL)

Charles W. Westerman
CITY CLERK

James Stier
PRESIDING OFFICER

Presented by me to the Mayor of the City of Fort Wayne, Indiana, on the 29th day of October, 1975, at the hour of 11:00 o'clock A. M., E.S.T.

Charles W. Westerman
CITY CLERK

Approved and signed by me this 29th day of October, 1975, at the hour of 1:00 o'clock P. M., E.S.T.

Jack L. Lef
MAYOR

Bill No. S-75-10-33

REPORT OF THE COMMITTEE ON CITY UTILITIES

We, your Committee on City Utilities to whom was referred an Ordinance
approving a contract with DOUBLE ENVELOPE CORPORATION for purchase of
envelopes for Office Services Department

have had said Ordinance under consideration and beg leave to report back to the Common
Council that said Ordinance PASS.

Paul M. Burns - Chairman

Donald J. Schmidt - Vice-Chairman

Winfield C. Moses, Jr.

William T. Hinga

Eugene Kraus, Jr.

10-28-75 CONCURRED IN
DATE 10-28-75 CHARLES W. WESTERMAN, CITY CLERK

CITY OF FORT WAYNE

CITY UTILITIES

DEPARTMENT OF PURCHASES
ROOM 950 CITY-COUNTY BUILDING
NUMBER ONE EAST MAIN STREET
FORT WAYNE, INDIANA 46802

Double Envelope Corp.
P.O. Box 6
Fairdale, Kentucky 60118

ORIGINAL
PURCHASE ORDER NO. 71731

This number must appear on each package, packing slip, invoice, bill of lading, express receipt and correspondence.

DATE October 2, 1975

APPROVED
Board of Public Works

Jerry D. Boswell
Carl E. O'Neal
Rafaela Nault

SHIP TO —

Office Service Bpt.
Basement City County bldg.
Fort Wayne, Indiana

MAIL ALL INVOICES TO —
CITY UTILITIES

GENERAL ACCOUNTING
4th FLOOR CITY-COUNTY BUILDING
NUMBER ONE EAST MAIN STREET
FORT WAYNE, INDIANA 46802

INVOICE IN DUPLICATE, INCLUDING
CERTIFICATION AS REQUIRED BY
INDIANA STATE BOARD OF ACCOUNTS

| QUANTITY RECEIVED | QUANTITY ORDERED | DESCRIPTION | ACCT. OR W.O. NO. | UNIT PRICE | TOTAL |
|-------------------|------------------|---------------------------------------------------------------------------------|-------------------|------------|------------|
| | 360M | Envelopes as per sample (X #1) attached | | 7.15/M | 2,574.00 |
| | 360M | Envelopes as per sample (X #2) attached | | 5.75/M | 2,070.00 |
| | | Same as previous P.O. #6549 dated 3/11/75 | | | \$4,644.00 |
| | | Net 30 days F.O.B.: Fort Wayne, Indiana Ship - 4-5 weeks A.R.O. or sooner | | | |
| | | <u>Confirming</u> | | | |
| | | <u>SUBJECT TO COUNCILMANIC APPROVAL</u> | | | |
| | | JEK/bn #42 & #43 | | | |

ATTENTION!

Send all Invoices to General Accounting
4th Floor, City-County Bldg.
1 E. Main St.
Fort Wayne, Indiana 46802
Show P. O. Number on Packing Slip
and Invoice.

NOTE: TERMS OF PAYMENT MUST BE SHOWN ON FACE OF INVOICE. OTHERWISE A 2% CASH DISCOUNT WILL BE TAKEN

BY

CITY UTILITIES PURCHASING AGENT

SUBJECT TO CONDITIONS ON REVERSE SIDE

DIGEST SHEET

TITLE OF ORDINANCE: Special Ordinance No. 3919

S-75-10-33

DEPARTMENT REQUESTING ORDINANCE: Board of Public Works

SYNOPSIS OF ORDINANCE: Ordinance covers the purchase of envelopes to be used
by Office Services Department for mailing utility bills to customers with a
return envelope insertion. Purchase Order No. 7173 to Double Envelope Corp.
at a cost to City Utilities Water and Sewage in amount of \$4,644.00.

EFFECT OF PASSAGE: To enable Office Services Department to maintain sufficient
inventory of envelopes for mailing utility bills to customers.

EFFECT OF NON-PASSAGE: Unable to mail utility bills as scheduled.

MONEY INVOLVED (Direct Costs, Expenditures, Savings): Cost to City Utilities
in amount of \$4,644.00.

ASSIGNED TO COMMITTEE (J.N.): City Utilities JS